



**FINANCE Newsletter**  
**Alpha Detachment, 176<sup>th</sup> Finance Battalion, Yongsan Korea**  
**June 2003 Edition**



**MyPay PINs Available Online**

Army personnel can now obtain their MyPay PINs by using a new online feature called ePIN. MyPay allows soldiers to view their LES, change federal and state tax withholdings, update bank account information, manage their TSP accounts and more online. ePIN greatly simplifies the process of gaining access to myPay. Personnel can visit the myPay Web site, <https://myPay.dfas.mil> and click on the “New PIN” button. The system will verify the identity of the user through their Social Security Number and send the new PIN number to the user’s AKO e-mail account. MyPay PINs are also available upon request at finance customer service.

**Outprocessing Briefing**

The Finance outprocessing briefing is held at 1630 on Tuesday in the Turbo Briefing Room in Building 4034. Soldiers will be briefed on their entitlements due to their PCS and will have the opportunity to request advance pay, travel, and DLA. You will need to bring a copy of your PCS orders, a copy of your leave form, and a copy of your Cash Collection Voucher for your security deposit (if applicable) to the briefing. Everyone should attend this briefing within thirty days of the date of their final out. It is preferred that you attend this briefing prior to receiving your installation clearing papers so that we can ensure you receive your entitlements before leaving Korea but you can attend on any Tuesday in the month prior to your departure.

**Rent and Security Deposit Advance Procedures**

Soldiers living off-post in Area II are advanced rent for the remainder of the month in which they move into their housing and the entirety of the following month. The soldier still receives OHA during the months for which his advance pays for his rent. Soldiers also receive an advance for the security deposit, which is usually equal to one month’s rent. Unless the soldier elects otherwise, the rent advance will be prorated out of the member’s pay for the following twelve months and the security deposit debt will be suspended until the end of the lease. When the soldier moves out of his housing and receives his security deposit back from his landlord, he should then go to the main finance office to return the security deposit.

**Points of Contact**

<u>SECTION</u>	<u>PHONE NO.</u>
176 <sup>th</sup> Finance Bn Commander	725-8838
176 <sup>th</sup> Finance BN CSM	723-7959
A Detachment Commander	723-5676
A Detachment Sergeant	723-7463
Chief of Military Pay	723-7699
In and Out Processing	723-5676
Customer Service	723-8453
Processing	723-3589
Travel	723-8257
Separations	723-8453
Reserve Pay	723-5676
Chief of Military Pay	723-4078
175 <sup>th</sup> FINCOM website	<a href="http://175fincom.korea.army.mil">http://175fincom.korea.army.mil</a>
Finance Hotline for Unresolved Military or Civilian Pay Inquiries	725-CASH

*OFFICE HOURS*

M, T, W, F 0900-1600 (Open During Lunch)  
 Cashier Cage closes at 1500 daily

NOTE: Finance is CLOSED every Thursday for Sergeants Time Training